IMAC IT SUB-COMMITTEE PROJECT PRIORITIES
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PR # *	BEGIN DATE	END DATE	IMAC – IT CONTACT	PROJECT NAME	BRIEF NARRATIVE/COMMENTS	NEXT STEPS/STATUS
1	09/19/02		Bob Martin/ Liz Green (C&I)	CHANGE CENTER REQUIREMENTS DEFINITION	Determine requirements for a "centralized," "shared" change center for use by counties throughout the state. Work with C&I.	10/10 – High priority beginning with 11/14 mtg. 9/19 – Assigned to team at 9/19 IMAC
2	08/08/02		Debbie Bigler/ Jacaie Coutant	IMPROVE COMMUNICATION PROCESS REGARDING CARES RELATED CHANGES	Determine what means of communication are effective (and not) in providing appropriate and timely information to interested parties.	10/10 - A prioritized list for communication methods will be sent to Amy Mendel-Clemens. The IM management team will meet to discuss communication methods including how to reduce redundancy in communications. Feedback to come from Amy.
3	10/10/02		Debbie Bigler	CARES "WISH" LIST AND HOW TO KEEP AGENCIES INFORMED	Develop a plan that provides for appropriate information sharing to interested parties related to desired/planned changes in CARES. Try to ensure local agency input into the about work planned in CARES.	10/10 – This project was separated from #2 and restated to differentiate #2 and #3, as both are valuable projects. Project #2 will be completed and/or moved to an "ongoing" status, with #3 becoming a higher priority.
4	08/08/02		Jacaie Coutant	WORK WITH FS ERROR REDUCTION IMAC SUB-COMMITTEE ON ALERTS	Work with FS Error Reduction sub-committee to review, catalog, update and/or delete CARES alerts.	10/10 – Mike provided an update and asked for the IMAC IT team to review suggestions and actively participate in a workgroup on alerts.
5	08/08/02		Jim Jones	IMPROVED DRIVER FLOWS	Driver flows – to be more precise with questions in interactive interview based on programs requested. This is a project that is on the CARES to do list – not actively working on this. Will need to look at this in relation to other priorities.	10/10 - No activity to date.
6	9/12/02		Tony Sis	PROVIDE GUIDANCE TO COUNTY/WORKER AGENCIES ON MINIMUM HW/SW STANDARDS REQUIRED TO RUN STATE SUPPORTED APPLICATIONS	Working with BITS, BIS and the CARES development team create a list of hardware, software and communication (connectivity software, browsers, etc.) necessary for county workers to utilize State implemented applications now and in the foreseeable future. Track use of existing tech. to ensure we don't obsolete in use tech. (printers). ID contractual requirements.	10/10 – Tony agreed to take the lead on this project – details TBD but the whole group agrees it is a good project to pull together. 9/12 – Team agreed to discuss this topic at the 10/10 IMAC IT meeting which will be held in the CARES building.
6a	01/09/03		Bob Martin	COUNTY IT CONFERENCE	Plan a countywide IT conference for spring/summer of '03.	10/10 – will tie-in with
7	08/08/02		Jim Jones	CARES NOTICE IMPROVEMENTS	Notice improvements in CARES.	10/10 - No activity to date.
8	08/08/02		Laurie Teubert	ADVISORY CONTRIBUTOR TO THE DATA EXCHANGE IMPROVEMENT COMMITTEE(S)	Improve the Data Exchanges in CARES by working with Sara Pynenberg and Vicki Jessup's workgroup.	10/11 - Current plan is to finalize business requirements during December – February. IT sub-committee to be posted. 8/8 – IT subcommittee will monitor/work as advisors to the staff working on improving the process
8	08/08/02		Mike McKenzie	ADVISORY RESPONSIBILITY TO CARES ENHANCEMENTS – FS QC IMPROVEMENT EFFORTS	Modify CARES to reduce eligibility errors, including: • count W-2 income/companion cases • count SSI income (SSI auto-update 1/10/03 production) • update CARES with child support income – phase II.	10/10 – Mike provided group with an update and asked for ongoing input. SSI auto-update scheduled for production. Next steps TBD.
9	08/08/02	10/25/02 in Prod	Jim Jones	MEDICARE PREMIUM ASSISTANCE IMPROVEMENTS	Medicare premium assistance – fixes	10/10- Scheduled for production on 10/25/02. Sub-committee happy to see fixes implemented.
9??	08/08/02	10/25/02 in Prod.	Jim Jones	IMPROVE MA DEDUCTIBLES PROCESS	MA Deductibles – too much work tracking bills every six months. Current plan to apply new methodology developed for Senior Care to all deductibles – as a first step, need estimate of scope, timing for the project.	10/10 - No activity to date by IMAC IT, but understand there is a 10/25 deliverable scheduled to fix the 272-reason code error. IMAC IT was happy to hear of this fix. Exact next steps TBD by Jim?
9	08/08/02	10/14/02 Complete	Bob Martin	IMAC WEB SITE SET-UP	Develop a plan for a web site for the IMAC to use for committee business - agendas, minutes, committee reports, caseload reports and other documents and reports.	10/11 – IMAC link set-up and sent out to IMAC IT Sub-Committee for review. Will provide information to full IMAC at 10/17 mtg..

* Priority (PR) #'s = item #8 are "ongoing" projects and #9 are "completed" projects